

**JEFFERSON COUNTY HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, September 6, 2011

The Jefferson County Highway Committee met on Tuesday, September 6, 2011, at 9:23 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; Glen Borland; George Jaeckel; Craig Peterson

Members absent: None

Also Present: William Kern, Highway Commissioner
Erik Coonen, Highway Department
Brian Udovich, Highway Department
Ed Morse, County Board Supervisor
Bill Buglass, Payne & Dolan

Purpose of the meeting was to review and approve vouchers and other highway business.

HIGHWAY COMMITTEE MINUTES: The minutes from the August 3, 2011 Highway meeting, having been distributed in advance, it was moved by Mr. Jaeckel and seconded by Mr. Borland to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: Poulson

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

CTH "E" (Watertown – CTH P)

Surface paving will be completed in September

CTH "H" (STH 59 – CTH Z)

Project is complete

CTH "P" (Rome – US 18)

Surface paving will be completed in September

CTH "B" (Dane County – Rock Lake)

Project is complete

CTH "SC" (STH 16 – Dodge County)

Right of Way purchasing is in progress, will begin limited construction work in September if enough R/W issues are cleared.

- **General Maintenance**

Crews are completing limited mowing operations for safety/vision throughout the county.

Crews are repairing and "pulling up" shoulder gravel throughout the county

Crews are completing guardrail/bridge repairs at various locations

Crews are completing demolition work on several FEMA properties

Crews are finishing the remaining seal coat work on county/city/town highways

- **Winter Maintenance**

- **Office/Shop**

OLD BUSINESS

8a. Discuss highway facility study

Commissioner Kern and the Committee discussed the previous facility study information and the new data that will be requested in the new study. No Motion.

NEW BUSINESS

9a. Review 2012 Highway Department budget

Highway Commissioner Kern gave a brief overview of the 2012 budget. No Motion

9b. Review 2012 Road Aid Petitions

The 2012 Road Aid Petitions were reviewed and approved by the Highway Committee and will be included in the 2012 Highway Department budget request.

It was moved by Mr. Peterson and seconded by Mr. Borland to approve the 2012 Road Aid Petitions in the amount of \$76,236.00.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

9c. Review state bid data for small truck purchases

The Highway Committee discussed the replacement and sale of seven trucks. The Highway Department will auction the trucks.

It was moved by Mr. Poulson and seconded by Mr. Peterson to approve the seven small truck purchases from Ewald Auto in the amount of \$206,386.00. Wisconsin State Bid – Three (3) Ford F550; Two (2) Ford F150; Two (2) Ford F250.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Jaeckel, Peterson

NOES: None

ABSENT: None

ABSTAIN: None

9d. Review monthly financial account summary

The Highway Commissioner reviewed the current financial status of the Highway Department and answered questions from the Committee. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations and the construction projects. No Motion.

REVIEW & APPROVE VOUCHERS: The vouchers held the following totals resulting:

BILLS:	08/11/11	\$	121,342.64
BILLS:	08/23/11	\$	261,458.18
BILLS:	08/31/11		229,214.11
BILLS:	09/06/11		<u>58,721.96</u>
TOTALS:		\$	670,736.89

It was moved by Mr. Borland and seconded by Mr. Poulson that the bills are allowed as reviewed.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Peterson

NOES: None

ABSENT: Jaeckel

ABSTAIN: None

The next Highway Committee meeting will be Tuesday, October 4 , 2011, immediately following the joint meeting with the Infrastructure Committee, at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Borland to adjourn at 10:32 a.m.

Carried by the following roll call:

AYES: Buchanan, Poulson, Borland, Peterson

NOES: None

ABSENT: Jaeckel

ABSTAIN: None

Approval:

Craig Peterson, Secretary